



THE SECRETARY OF THE NAVY  
WASHINGTON, D.C. 20350-1000

SECNAVINST 7220.65K  
N13  
22 September 1999

SECNAV INSTRUCTION 7220.65K

From: Secretary of the Navy  
To: All Ships and Stations (less Marine Corps field addressees not having Navy personnel attached)

Subj: NUCLEAR OFFICER INCENTIVE PAY (NOIP)

Ref: (a) Title 37, United States Code, Sections 312, 312b, and 312c (NOTAL)  
(b) SECNAVINST 1920.6A  
(c) SECNAVINST 1531.1A (NOTAL)  
(d) DoD Directive 1215.8 of 25 Mar 94 (NOTAL)  
(e) CNETINST 1530.5C (NOTAL)  
(f) SECNAVINST 1910.4B (NOTAL)  
(g) DoD Directive 1332.30 of 14 Mar 97 (NOTAL)  
(h) DoD Directive 1332.14 of 21 Dec 93 (NOTAL)  
(i) BUPERSINST 1540.41A  
(j) DJMS PAY PROCEDURES TRAINING GUIDE, Part One, Chapter 12  
(k) MILPERSMAN 3410100

Encl: (1) Nuclear Officer Incentive Pay  
(2) Sample Application Format for Nuclear Officer Accession Bonus  
(3) Sample Application Format for Nuclear Officer Continuation Pay  
(4) Sample Application Format Assignment to a Nuclear Officer Incentive Pay Billet  
(5) Qualifying Assignments  
(6) Sample Report Format for Nuclear Officer Incentive Pay for Limited Duty Officers/Chief Warrant Officers

1. Purpose. To prescribe regulations governing the administration of a special incentive pay system for certain nuclear-qualified officers and individuals selected for officer Naval nuclear power training as authorized by reference (a). This is a complete revision and should be read in its entirety.

2. Cancellation. SECNAVINST 7220.65J.

3. Background. Retention of experienced nuclear-qualified officers and steady accessions of qualified junior officers into the nuclear propulsion-training program are required to support the Navy's nuclear-powered ships. Because of the extensive and lengthy training program for personnel qualified for duties in

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connection with the supervision, operation and maintenance of naval nuclear propulsion plants, the necessary levels of experienced officers can only be slowly acquired. In order to sustain retention of these highly trained officers and to attract officers into the nuclear propulsion training program, authority has been granted for the payment of a special nuclear officer incentive pay. This authority is intended to encourage quality accessions of unrestricted line officers, as well as the voluntary retention in the naval service of a relatively large proportion of experienced nuclear-qualified officers.

4. Special Incentive Pay. The special incentive pay for nuclear-identified officers will be used as necessary to attain and maintain approved strength and grade distribution of the nuclear officer community. Nuclear officer incentive pay levels are specified in enclosure (1).

a. Nuclear Officer Accession Bonus. An accession bonus is paid to individuals who are selected for officer naval nuclear power training and execute a written agreement to participate in a program of training for duty in connection with the supervision, operation and maintenance of naval nuclear propulsion plants. This payment will be authorized upon acceptance of the written agreement by the Secretary of the Navy (SECNAV). The Nuclear Officer Accession Bonus is the selected-for-training component of the nuclear career accession bonus authorized by 37 U.S.C. § 312b(b)(1).

b. Nuclear Career Accession Bonus. An accession bonus is paid to unrestricted line officers upon successful completion of the nuclear propulsion training program. The Nuclear Career Accession Bonus is the training-successfully-completed component of the nuclear career accession bonus authorized by 37 U.S.C. § 312b(b)(2).

c. Nuclear Officer Continuation Pay. Continuation Pay (COPAY) is a sum of money paid in equal annual installments to nuclear-qualified officers who agree to remain on active duty an additional 3, 4, or 5 years beyond their existing service obligation, as defined in paragraph 7.

d. Nuclear Career Annual Incentive Bonus. The annual incentive bonus (AIB) is a sum of money paid annually to nuclear-qualified officers who have completed their initial service requirement, and to nuclear-trained and qualified limited duty and warrant officers who remain on active duty an additional

year. Only officers in pay grades W-2 through W-4 and O-1 through O-6 are eligible for AIB. Officers serving in a period of obligated service associated with the 3, 4, or 5 year COPAY authorized by reference (a) are not eligible for AIB during that period of their obligated service.

5. Nuclear Officer Accession Bonus

a. Eligibility. Naval officers or prospective naval officers not restricted in performance of duty, who have been accepted for training leading to qualification for duty in connection with the supervision, operation and maintenance of naval nuclear propulsion plants, are eligible for the Nuclear Officer Accession Bonus.

b. Application. Eligible individuals may apply for receipt of the Nuclear Officer Accession Bonus using enclosure (2), which formally requests designation as an officer in training for nuclear propulsion duty.

c. Payment. An individual whose formal application, enclosure (2), is accepted by the Secretary of the Navy will be entitled to the Nuclear Officer Accession Bonus at the rate specified in enclosure (1). Upon acceptance of the application, the Chief of Naval Personnel (CHNAVPERS) will provide the individual with official written notification of acceptance. A copy of this acceptance can be presented to the individual's disbursing unit as authorization for payment.

d. Recoupment

(1) In the event an individual who has received the Nuclear Officer Accession Bonus fails to commence or satisfactorily complete the nuclear power training specified in the agreement with the SECNAV except as listed below, all funds received for the Nuclear Officer Accession Bonus shall be refunded.

(2) If, for any of the following reasons, the individual fails to maintain eligibility for the Nuclear Officer Accession Bonus as authorized by reference (a), recoupment of payments already made will not be required.

These reasons are:

(a) Disability not the result of misconduct or

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willful neglect, or not incurred during a period of unauthorized absence. The term "misconduct" as used here and throughout this instruction is defined as any conduct for which the member could be separated from the naval service with an Other Than Honorable or Bad Conduct Discharge per the Uniform Code of Military Justice (UCMJ) or references (b) through (h). This is independent of whether or not the member is actually separated from the naval service as a result of such misconduct.

(b) Death.

(c) Separation from the naval service by operation of laws independent of misconduct.

(d) Physical disqualification occurring after satisfactory completion of nuclear power or submarine physical examinations.

(e) Failure to complete the training due to lack of ability, as determined by COMNAVPERSCOM (PERS-42), upon recommendation of the member's commanding officer.

(f) In those special cases where the COMNAVPERSCOM (PERS-42) determines that waiving the requirement to recoup payments is clearly in the best interests of the United States.

## 6. Nuclear Career Accession Bonus

a. Eligibility. Line officers not restricted in the performance of duty who meet the following criteria are eligible for the Nuclear Career Accession Bonus:

(1) On active duty, and thereby entitled to receive basic pay.

(2) Have been accepted for training leading to qualification for duty in connection with the supervision, operation and maintenance of naval nuclear propulsion plants.

b. Payment. Unrestricted line officers who have successfully completed training and have been designated qualified for duty in connection with the supervision, operation and maintenance of naval nuclear propulsion plants, and who otherwise meet the criteria of subparagraph 6a, will be entitled to the Nuclear Career Accession Bonus upon successful completion of the nuclear power training program at the rate specified in

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enclosure (1). Upon acceptance into the nuclear power training program, the value of the accession bonus authorized on the date of acceptance for the individual officer becomes fixed. Upon completion of this training program, the commanding officer, Nuclear Power Training Unit (NPTU) shall certify the eligibility of each officer and shall direct the disbursing officer to make payment of the accession bonus. Commanding officers must ensure that correct procedures for substantiation and record entries are used, as described in reference (i).

7. Nuclear Officer Continuation Pay

a. Eligibility. Officers who meet the following criteria are eligible for receipt of the Nuclear Officer COPAY upon acceptance of their applications:

(1) On active duty, and thereby entitled to receive basic pay.

(2) Line officers not restricted in the performance of duty, currently qualified for duty in connection with supervision, operation and maintenance of naval nuclear propulsion plants, under the provisions of reference (i). Nuclear-trained unrestricted line surface warfare officers who transfer to the restricted line and are assigned the Additional Qualification Designator (AQD) of KD2 are currently qualified for duty in connection with the supervision, operation and maintenance of naval nuclear propulsion plants. These officers serve in reactor department and nuclear maintenance billets in support of the CVN force both afloat and ashore.

(3) Have not completed 23 years of commissioned service on application. A COPAY contract may not extend beyond the end of the 26th year of commissioned service.

(4) Serving in paygrade O-6 or below. Officers selected for promotion to paygrade O-7 are not eligible to initiate COPAY contracts; however, they may continue to be paid under an existing contract until promoted or frocked to O-7.

(5) Not participating in the Law Education Program (LEP). COPAY eligibility ceases effective the day an officer reports to an administrative support command for duty under the LEP.

b. Applications. Eligible officers may apply for COPAY when they are within 1 year of the completion of their existing

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service obligation or thereafter. The existing service obligation shall be considered as the cumulative obligation incurred prior to the date of bonus application from initial source training which determines the minimum service requirement (e.g., United States Naval Academy (USNA), Naval Reserve Officers Training Corps (NROTC), Officer Candidate School (OCS), Enlisted Commissioning Program (ECP), etc.), nuclear power training and/or postgraduate training or that obligation incurred by a COPAY contract currently in effect. (For officers who have not completed their Minimum Service Requirement (MSR), eligibility also requires qualification as engineer officer of a nuclear powered ship in accordance with reference (i)). The application shall be a written agreement conditional upon acceptance by the CHNAVPERS, under the Chief of Naval Operations acting for SECNAV, to remain on active duty as an officer for a period of 3, 4, or 5 years beyond the existing service obligation, or for a period of 3, 4, or 5 years beyond the date of acceptance of the application, whichever is later (see enclosure (3)). Submission and acceptance of this agreement shall be considered acceptance of a request by a reserve officer to extend the officer's period of active service through the period of bonus application.

c. Payment

(1) Officers whose applications are accepted by the CHNAVPERS prior to the end of their existing service obligation shall be paid at the rate specified in enclosure (1) as follows:

(a) A number of equal installments being equal to the number of years covered by the contract plus one, the first upon acceptance of the application, the second upon expiration of the existing obligated service and the remaining payments annually (i.e., 12-month intervals) thereafter. This provision applies only to those officers who have not completed their MSR. Payment under subsequent contracts will follow subparagraph 7c(2).

(b) Or at the option of the officer, a number of equal annual installments equal to the number of years covered by the contract, the first upon expiration of existing obligated service, and the remaining payments annually thereafter.

(2) Officers whose applications are accepted by the CHNAVPERS prior to the end of an obligation incurred by a COPAY contract shall be paid at the rate specified in enclosure (1) in a number of equal annual installments equal to the number of years covered by the contract, the first upon expiration of

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existing obligated service, and the remaining payments annually thereafter.

(3) Officers whose applications are accepted by the CHNAVPERS after the expiration of any existing service obligation will be paid at the rate specified in enclosure (1) in a number of equal annual installments equal to the number of years covered by the contract, the first upon acceptance of the application, and the remaining payments annually thereafter.

(4) No provision exists in the enabling legislation, reference (a), for lump sum or accelerated payments.

(5) Upon acceptance of the agreement, the total amount authorized for the individual officer becomes fixed. However, should the amount that is paid to officers who subsequently apply for COPAY be increased, officers with a contract in effect at a lower rate may execute a new agreement at the higher rate. The period of this new agreement shall be equal to or exceeding the original period of the officer's existing agreement, so long as the period of obligated service does not extend beyond the end of 26 years of commissioned service. Upon execution of a new contract, the previous contract shall be canceled effective on the day before the anniversary date after the date on which COPAY is increased. Officers with additional obligated service incurred from postgraduate education may not take advantage of the higher rate until requirements of paragraph 7b are met.

(6) Disbursing payment procedures are regulated by reference (j).

d. Obligation. The 3, 4, or 5 year service obligation incurred as a result of acceptance of an application for COPAY shall run from the date of acceptance by the CHNAVPERS or from the end of any existing service obligation, whichever is later.

e. Assignment. Officers who are receiving COPAY will be assigned afloat or ashore, according to the needs of the service for officers of their qualification and experience, in support of the Naval Nuclear Propulsion Program, without affecting their eligibility for receipt of this special pay.

f. Recoupment

(1) In the event an officer who has received COPAY fails to maintain eligibility for such special pay as authorized by

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reference (a) and as set forth in subparagraph 7a or fails to complete the full period of additional obligated service, no further annual payments shall be made, and refund of sums paid shall be required on a pro rata basis, under the procedures established in reference (j). Examples of situations requiring such recoupment are:

(a) Approved request for voluntary release from the written agreement if, due to unusual circumstances, it is determined by the CHNAVPERS that such release would be clearly in the best interests of both the Navy and the officer concerned.

(b) Approved voluntary request for relief.

(c) Refusal to accept orders as commanding officer, executive officer, department head or to accept any other assignment in connection with the supervision, operation, and maintenance of Naval nuclear propulsion plants.

(d) Disability resulting from misconduct, willful neglect, or incurred during a period of unauthorized absence.

(e) Misconduct.

(f) Approved Detachment for Cause per reference (k).

(g) Selection for and assumption of paygrade O-7 (including frocked).

(h) Failure of final screening for commanding officer, executive officer, or department head, as this will result in loss of nuclear AQDs unless assigned to a nuclear billet. The officer, while assigned to a nuclear billet, will retain his/her nuclear AQDs and will be eligible for AIB per paragraph 8a(3).

(2) If, for any of the following reasons, the officer fails to maintain eligibility for COPAY as authorized by reference (a) and as set forth in subparagraph 7a, or fails to complete the full period of additional obligated service, no further payments will be made, but recoupment of payments already made will not be required:

(a) Disability not the result of misconduct or willful neglect, or not incurred during a period of unauthorized absence.



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(b) Death.

(c) Separation from the naval service by operation of laws independent of misconduct.

(d) Where the COMNAVPERSCOM (PERS-42) determines that waiving the requirement to recoup payments is clearly in the best interests of the United States.

g. Rate Changes. Any change to the total amount payable upon acceptance of new agreements will be issued by a change to this instruction.

h. Submission of Applications

(1) Commanding officers shall forward agreements submitted by officers desiring to extend their service obligation for receipt of COPAY to COMNAVPERSCOM (PERS-42) together with their recommendation.

(2) Commanding officers must insure that correct procedures for substantiation and record entries are used, as described in reference (i). It is incumbent upon the commanding officer to consider any pending circumstances which could result in ineligibility prior to actual payment. For example, where there is a case of medical or nuclear disqualification being processed, eligibility for COPAY is suspended when the officer is removed from duties in connection with the supervision, operation, and maintenance of naval nuclear propulsion plants. Commanding officers must obtain resolution of these cases from the COMNAVPERSCOM (PERS-42) prior to approval of further payments.

(3) Eligible officers may submit the agreement shown in enclosure (3) to the COMNAVPERSCOM (PERS-42) via their commanding officers.

8. Nuclear Career Annual Incentive Bonus

a. Eligibility. Officers who meet the following criteria are eligible for receipt of AIB, subject to the restrictions of subparagraphs 8b and 8c:

(1) On active duty, and thereby entitled to receive basic pay.

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(2) Serving in paygrade W-2 through W-4 or O-1 through O-6.

(3) Currently qualified for duty in connection with supervision, operation, and maintenance of naval nuclear propulsion plants per the provisions of reference (i). Nuclear-trained officers assigned the AQD of SN0 and nuclear-trained chief warrant officers/limited duty officers (LDO/CWO) assigned the AQD of KD4 are currently qualified for duty in connection with the supervision, operation, and maintenance of Naval nuclear propulsion plants. When sufficient nuclear-trained LDO/CWOs with AQDs of KD4 are not available for assignment to billets for which AIB is authorized, temporary authorization for other nuclear-trained LDO/CWOs to fill such billets may be granted by the COMNAVPERSCOM (PERS-42). Requests for temporary authorization shall be submitted to the COMNAVPERSCOM (PERS-42) using the format of enclosure (4). LDO/CWOs approved for temporary authorization will be assigned an AQD of KD7 for the period that they fill a billet for which AIB is authorized.

(4) Not serving in a period of obligated service incurred as a result of the acceptance of COPAY (this does not preclude pro rata payment per subparagraph 8d(2)).

(5) Not entitled to receive Aviation Career Incentive Pay (ACIP), as authorized by BUPERSINST 7220.29, except in the case of officers serving in a billet that required the officer:

(a) to be technically qualified for duty in connection with the supervision, operation, and maintenance of Naval nuclear propulsion plants; and

(b) to be qualified for the performance of operational flying duties.

(6) Not participating in the LEP. AIB eligibility ceases effective the day an officer reports to an administrative support command for duty under the LEP.

b. Unrestricted Line Officer and Lateral Transfer Officer Restrictions. Officers who, as commissioned officers, successfully completed training for duty in connection with the supervision, operation, and maintenance of naval nuclear propulsion plants, and who are eligible for AIB under the provisions of reference (a) and subparagraph 8a, must meet the following additional eligibility restrictions:

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(1) Must have completed initial obligated active service MSR as an officer. This initial service obligation shall be considered as that derived from initial source training (e.g., USNA, NROTC, OCS, NUPOC, NECP, ECP, etc.) as extended for nuclear power.

(2) Have the current technical qualifications for duty in connection with the supervision, operation, and maintenance of Naval nuclear propulsion plants.

c. LDO and CWO Restrictions. Officers who as enlisted members received training for duty in connection with the supervision, operation, and maintenance of Naval nuclear propulsion plants (hereafter referred to as LDOs and/or CWOs), and who are eligible for AIB under the provisions of reference (a) and subparagraph 8a, must meet the additional eligibility restriction of serving in an assignment with duties in connection with the direct supervision, operation, or maintenance of Naval nuclear propulsion plants. Qualifying assignment guidelines for these officers are provided in enclosure (5).

d. Payment. AIB was paid on 30 September 1976 and will be paid annually at the end of subsequent fiscal years to all eligible officers on active duty as of that date. The following special provisions apply for officers who meet the eligibility requirements for a portion of the preceding year:

(1) Officers on active duty on 30 September and otherwise qualified for AIB, but who were on active duty for only a portion of the preceding year, shall be paid a bonus for that year on a pro rata basis for the period they were on active duty.

(2) Officers on active duty on 30 September and otherwise qualified for AIB, who commenced or completed the obligated service associated with COPAY within the preceding year, shall be paid a bonus for that year on a pro rata basis for the period of the year they were not serving obligated service associated with COPAY.

(3) Unrestricted line officers and lateral transfer officers on active duty on 30 September and otherwise qualified for AIB, who completed their initial obligated active service as an officer (as defined in subparagraph 8b(1)) during the preceding year, shall be paid a bonus for that year on a pro rata basis for the period of the year beyond completion of initial obligated active service as an officer.

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(4) Officers on active duty on 30 September and otherwise qualified for AIB, who were, within the preceding year, designated as an officer qualified for duty in connection with the supervision, operation, and maintenance of Naval nuclear propulsion plants, shall be paid a bonus for that year on a pro rata basis for the period that they were so qualified.

(5) LDOs and CWOs on active duty on 30 September and otherwise qualified for AIB, who during the preceding year had an assignment with duties involving the direct supervision, operation, or maintenance of naval nuclear propulsion plants, and were in a qualifying billet as defined in paragraph 2 of enclosure (5) to this instruction, shall be paid a bonus for that year on a pro rata basis for the period of the year that they were serving in such an assignment.

e. Involuntary Separation/Loss of Qualification/Promotion to Paygrade O-7. In order to be eligible for AIB (or pro rata portion thereof), an officer otherwise qualified must be on active duty (except where exempted in subparagraph 8e(2)), serving in paygrade O-6 or below and qualified for duties in connection with the supervision, operation, and maintenance of Naval nuclear propulsion plants on 30 September or last working day of the applicable fiscal year.

(1) In the event an officer is separated from the Naval service or loses the technical qualification for duty involving the supervision, operation, and maintenance of naval nuclear propulsion plants prior to 30 September, then no payment of AIB will be authorized for the preceding year if this separation or loss of qualification was the result of any of the following reasons:

(a) Voluntary separation from active duty or voluntary loss of technical qualification for duty in connection with the supervision, operation, and maintenance of naval nuclear propulsion plants.

(b) Approved voluntary request for relief.

(c) Refusal to accept orders as commanding officer, executive officer, department head, or any other assignment in connection with supervision, operation, and maintenance of naval nuclear propulsion plants.

(d) Disability resulting from misconduct or willful

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neglect, or incurred during a period of unauthorized absence.

(e) Misconduct.

(f) Approved Detachment for Cause per reference (k).

(2) If, for any other reason, the officer is separated from the Naval service or loses the technical qualification for duty involving the supervision, operation, and maintenance of Naval nuclear propulsion plants prior to 30 September, then payment of AIB is authorized on a pro rata basis for the period of the preceding year during which the officer was on active duty and nuclear-qualified. Applications for this pro rata share of AIB should be made to the COMNAVPERSCOM (PERS-42), no later than 30 September of the applicable year. Examples of reasons within the meaning of this paragraph include:

(a) Disability not the result of misconduct, willful neglect, or not incurred during a period of unauthorized absence.

(b) Death.

(c) Separation from the naval service by operation of laws independent of misconduct.

(d) Loss of qualification for duty in connection with supervision, operation, and maintenance of naval nuclear propulsion plants, except for any of those reasons set forth in subparagraph 8e(1).

(3) In the event an officer otherwise qualified is promoted to paygrade O-7 or has been selected for and has assumed the paygrade of O-7 (frocked) prior to 30 September, then the officer shall be paid a pro rata share of AIB for the period of the year that the officer was serving in paygrade O-6.

f. Rate Changes. Any change to the amount of the AIB payment will be issued by a change to this instruction, which will be issued prior to 30 September, and will apply to AIB amounts accruing subsequent to 30 September.

g. Administration

(1) Commanding officers must ensure that correct procedures for substantiation and record entries are used as described in reference (i). A letter of certification from the

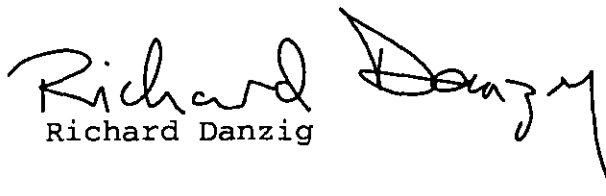
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commanding officer is not required prior to payment of AIB; however, it is incumbent upon the commanding officer to insure that each officer to be paid AIB meets all the eligibility criteria described here. In the event that a medical or nuclear disqualification is being processed, then eligibility for AIB is suspended when the officer is removed from duty in connection with the supervision, operation, and maintenance of naval nuclear propulsion plants. Commanding officers must obtain a resolution of these cases from the COMNAVPERSCOM (PERS-42) prior to approval of further AIB payments.

(2) Commanding officers must insure accurate accounting of nuclear-trained LDOs/CWOs serving in AIB qualifying assignments. In this regard, commanding officers shall submit to CHNAVPERS (PERS-42) an annual report on all qualifying assignments listing the nuclear-trained LDOs/CWOs who served in each assignment on a day-for-day basis, to be received not later than 15 July. This report, utilizing the format contained in enclosure (6), should project the inclusive dates up through the end of the current fiscal year. Updates should be submitted as changes occur.

9. Authorization. The Special Nuclear Career Incentive Act is authorized by reference (a). The entitlement portion of the instruction is established by DoD 7000.14-R, Department of Defense Military Pay and Allowances Entitlement Manual Volume 7, part A of July 1996. The expiration of the current legislative authority is specified in enclosure (1).

10. Reports. The reporting requirement contained in paragraph 8g(2) is exempt from reports control per SECNAVINST 5214.2B.

  
Richard Danzig

Distribution:  
SNDL Parts 1 and 2

SECNAVINST 7220.65K  
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NUCLEAR OFFICER INCENTIVE PAY

1. Nuclear Officer Incentive Pay Rates

<u>Bonus Provision</u>	<u>Amount</u>
Nuclear Officer Accession Bonus	\$8,000
Nuclear Career Accession Bonus	\$2,000
Nuclear Officer Continuation Pay	\$15,000 per contract year
Nuclear Career Annual Incentive Bonus	
- Unrestricted Line Officers and Lateral Transfer Officers	\$10,000
- Limited Duty/Warrant Officers	\$4,500

2. Authorization. Legislative authority for Nuclear Officer Incentive Pay expires on 31 December 1999.

Enclosure (1)

SECNAVINST 7220.65K

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SAMPLE APPLICATION FORMAT FOR NUCLEAR OFFICER ACCESSION BONUS

7220

Date

From: (Name, Grade, SSN)

To: Commander, Navy Personnel Command (PERS-42)

Subj: APPLICATION FOR NUCLEAR OFFICER ACCESSION BONUS

Ref: (a) SECNAVINST 7220.65K

1. Having been selected for officer naval nuclear power training, I hereby apply for the Nuclear Officer Accession Bonus per reference (a).

2. I understand that should I fail to commence or satisfactorily complete nuclear power training, such money received as Nuclear Officer Accession Bonus will be refunded under 37 U.S.C. § 312b and reference (a), except as specified in reference (a).

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(Signature)

Enclosure (2)



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SAMPLE APPLICATION FORMAT FOR NUCLEAR OFFICER CONTINUATION PAY

7220  
Date

From: (Eligible Officer)  
To: Commander, Navy Personnel Command (PERS-42)  
Via: (Chain of Command)

Subj: REQUEST FOR NUCLEAR OFFICER CONTINUATION PAY

Ref: (a) SECNAVINST 7220.65K  
(b) 37 United States Code § 312

1. I have read and understand the provisions of reference (a) including all provisions relating to termination of payments to be made under this agreement and the circumstances under which recoupment by the government of sums paid may be required, to which I agree. I hereby apply for the special pay authorized by reference (b).

2. (Regular Officer) Contingent upon acceptance of my application for this special pay, I agree not to tender a resignation for a period of (Note 1) years beyond my existing service obligation, or for a period of (Note 2) years beyond the date of acceptance of this request, whichever is later. I understand that, upon acceptance, this application is binding, and that thereupon I shall be eligible to receive \$15,000 per year of this agreement in special pay as described in reference (a).

3. (Reserve Officer) Contingent upon acceptance of my application for this special pay, I consent to serve on active duty for a period of (Note 1) years beyond my existing service obligation, or for a period of (Note 2) years beyond the date of acceptance of this request, whichever is later. I further agree to accept Indefinite Release from Active Duty (IRAD) status, under which I must notify the Chief of Naval Personnel not less than 6 months prior to expiration of active duty. I understand that, upon acceptance, this application is binding, and that thereupon I shall be eligible to receive \$15,000 per year of this agreement in special pay as described in reference (a).

Enclosure (3)

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4. (If applicable) I hereby elect payment in (Note 3) equal installments.

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(Signature)

Note 1: Enter three, four, or five. Three-year service obligations may be executed by those surface and submarine officers that are not yet in receipt of orders to either the Submarine Officer's Advanced Course (SOAC), the Surface Officer Department Head School or a Surface Officer nuclear department head tour.

Note 2: Must be same number as entered from Note 1.

Note 3: Enter number of years covered by contract or number years covered by contract plus one, as appropriate.

Enclosure (3)

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SAMPLE APPLICATION FORMAT ASSIGNMENT  
TO A NUCLEAR OFFICER INCENTIVE PAY BILLET

7220

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Date

From: (Requesting Activity)

To: Commander, Navy Personnel Command (PERS-42)

Subj: REQUEST FOR AUTHORIZATION TO ASSIGN A NON KD-4 NUCLEAR  
TRAINED LIMITED DUTY OFFICER/CHIEF WARRANT OFFICER TO A  
NUCLEAR OFFICER INCENTIVE PAY BILLET ON A TEMPORARY BASIS

Ref: (a) SECNAVINST 7220.65K

1. Per reference (a), please grant authorization to assign the below named officer to a Nuclear Officer Incentive Pay billet until such time as a nuclear trained limited duty officer/chief warrant officer with the additional qualification designator KD-4 is available to fill this billet. At the present time there are insufficient nuclear-trained limited duty officer/chief warrant officers with the AQD KD-4 assigned to this activity to fill the billet indicated.

<u>OFFICER</u>	<u>BILLET TO BE ASSIGNED</u>	<u>DATE TO BE ASSIGNED</u>
(Name/SSN/Designator	BSC Title	Date)

2. (Any additional information considered important by the activity.)

Enclosure (4)

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QUALIFYING ASSIGNMENTS

1. LDOs and CWOs. Nuclear-qualified LDOs and CWOs must be serving in assignments involving the direct supervision, operation, or maintenance of naval nuclear propulsion plants in order to be eligible for AIB. The following assignments for these officers are considered to be assignments involving the direct supervision, operation, or maintenance of naval nuclear propulsion plants:

- a. Duty aboard a nuclear powered ship.
- b. Duty in one of the following positions on a nuclear ship tender; nuclear support floating drydock; Naval Submarine Support Facility, New London; Submarine Base, Pearl Harbor or a Trident Refit Facility: commanding officer, executive officer, production management assistant, nuclear planning officer, nuclear quality assurance officer, outside machinery repair officer, radiological controls officer, assistant radiological controls officer, nuclear repair officer, hull/nuclear weld shop division officer, inside machinery repair officer, electrical repair officer.
- c. Duty with Division of Naval Reactors, U.S. Department of Energy.
- d. Duty with a nuclear ship group, squadron, or type commander staff.
- e. Duty as type commander representative of nuclear ship superintendent/nuclear engineering inspector at a naval or private shipyard involving overhaul, repair, or construction of nuclear powered ships, or in Supervisor of Shipbuilding offices involved in the new construction installation of radiological control support facilities.
- f. Duty at a Naval Nuclear Power Training Unit.
- g. Duty as Staff Material - ERP Superintendent/QA on the staffs of Submarine Squadrons 17 or 20.
- h. Duty as assistant ship monitoring maintenance support (SMMS) team leader on nuclear ship squadron or group staff.

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2. The Commander, Navy Personnel Command (PERS-42) will maintain a current listing of LDO and CWO billets that qualify for AIB payments. Requests for identifying additional assignments as qualifying for AIB should be submitted utilizing the format contained in Tab A to this enclosure.

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SAMPLE FORMAT

7220

Ser

Date

From: (Requesting Activity)  
To: Commander, Naval Personnel Command (PERS-42)  
Via: (Chain of Command)

Subj: REQUEST FOR DESIGNATION OF A NUCLEAR TRAINED LIMITED DUTY  
OFFICER/CHIEF WARRANT OFFICER BILLET AS QUALIFYING FOR NUCLEAR  
OFFICER INCENTIVE PAY

Ref: (a) SECNAVINST 7220.65K

1. Per reference (a), please consider for designation the billet  
listed below as a Nuclear Officer Incentive Pay qualifying billet.

<u>ACTIVITY UIC</u>	<u>BSC</u>	<u>BILLET TITLE</u>	<u>BILLET DESIGNATOR</u>
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2. (Justification) (This paragraph must contain specific information as to the exact involvement including percentage of time the incumbent nuclear-trained limited duty officer/chief warrant officer is involved with the direct supervision, operation, or maintenance of naval nuclear propulsion plants. Additionally, include other major tasking assigned to the incumbent. If the billet in question is already included on the current list of qualifying billets maintained by COMNAVPERSCOM (PERS-42) as described in paragraph 2 of enclosure (5) to reference (a), but requires a title change, provide a copy of the manpower change request as an enclosure to this request.)

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SAMPLE REPORT FORMAT FOR NUCLEAR OFFICER INCENTIVE PAY  
FOR LIMITED DUTY OFFICERS/CHIEF WARRANT OFFICERS

7220

Ser

Date

From: (Reporting Activity)

To: Commander, Navy Personnel Command (PERS-42)

Subj: REPORT OF NUCLEAR OFFICER INCENTIVE PAY (NOIP) FOR  
NUCLEAR-TRAINED LDO/CWOS FOR FY--

Ref: (a) SECNAVINST 7220.65K

1. Per reference (a) the following NOIP qualifying billets were filled by nuclear-trained LDO/CWOs for the periods indicated.

<u>BILLET</u> <u>SEQUENCE CODE</u>	<u>BILLET</u> <u>TITLE</u>	<u>INCUMBENT</u> <u>LDO/CWO</u>	<u>INCLUSIVE</u> <u>DATE</u>	<u>REMARKS</u>
Note (1)	Note (2)	(Name/SSN/Desig)	Note (2)	Note (3)

Notes:

(1) Each qualifying billet will be coded with the AQD KD4 in the AQD column of the activity manpower authorization (OPNAV 1000/2). For those nuclear-trained LDO/CWOs who have been specifically assigned to an unrestricted line officer nuclear power billet on board a nuclear powered ship, the Billet Sequence Code and billet title of that billet must be shown.

(2) NOIP for LDO/CWOs is paid only for the actual days the incumbent served in the qualifying billet; therefore, not more than one officer can draw NOIP for any specific day.

(3) Indicate whether the nuclear-power trained LDO/CWO is qualified for duty in connection with supervision, operation, and maintenance off Naval nuclear propulsion plants. (This information can be obtained from the NAVPERSCOM assignment directive ordering the officer to the activity.) If the officer reported on is not so qualified, the NAVPERSCOM letter authorizing temporary assignment must be referenced. The intent of the NOIP program is to assign only qualified officers to NOIP qualifying billets; however, when sufficient qualified LDO/CWOs are not available, certain other nuclear-trained LDO/CWOs may be assigned on a temporary basis provided prior authorization has been granted by NAVPERSCOM.

Enclosure (6)